

ALCOHOL AND DRUG COUNSELOR LICENSURE REQUIREMENTS

All requirements including exam must be met before access to online application is granted through Massachusetts Virtual Gateway

Licensed Alcohol and Drug Counselor I

1. Master's or doctoral degree in behavioral sciences
2. Minimum of 270 hours of education that address the full range of education related to substance abuse counseling*
3. 300 hours of supervised practical training**
4. 6,000 hours of approved substance abuse counseling work experience*** obtained within the past 10 years
5. Successfully complete a written examination

Licensed Alcohol and Drug Counselor II

1. Minimum of 270 hours of education that address the full range of education related to substance abuse counseling*
2. 300 hours of supervised practical training**
3. 6,000 hours of approved substance abuse counseling work experience*** obtained within the past 10 years (4,000 if applicant holds a Bachelors degree)
4. Successfully complete a written examination
5. Show proof of high school diploma or equivalent

Licensed Alcohol and Drug Counselor Assistant

1. Show proof of high school diploma or equivalent
2. 2,000 hours of approved substance abuse counseling work experience** obtained within the past 10 years
3. Minimum of 50 hours of education that address the full range of education related to substance abuse counseling
4. Successfully complete a written examination

For further details on requirements please refer to Section 168.006 - Eligibility Requirements found in the Licensure of Alcohol and Drug Counselors Regulations.

[More information about Alcohol and Drug Counselor Licensure can be found on the Department of Public Health's website.](#)

DEFINITIONS

Academic Credit Conversion Formula: means the formula to convert undergraduate or graduate credit hours into hours of education or continuing education units (CEU's.) The formula is: 1 credit = 15 hours. For example a 3-credit course would convert into 45 hours of education or CEUs.

Approved Supervisor: An approved supervisor must be qualified as one of the following:

- a) **Clinician I** - means an individual with a minimum of a master's degree in one of the following disciplines or a closely related field: clinical psychology, education-counseling, medicine, psychology, psychiatric nursing, rehabilitative counseling, social work; and a minimum of two years of clinical supervisory experience; and two years of supervised substance abuse counseling experience.
- b) **Program Director**- means the program director of a Department of Public Health licensed/approved/funded substance abuse treatment program.

***Education related to alcohol and drug counseling:** means education obtained from an accredited post-secondary institution, a governmental agency, professional organization, training institute and/or in-service training program related to knowledge of alcoholism and drug abuse counseling; of those 270 hours the breakdown requirement is as follows:

110 hours related to knowledge of alcoholism and drug abuse.

75 hours related to alcohol and drug abuse counseling; assessment; clinical evaluation; treatment planning and case management.

75 hours related to patient, family and community education (for alcohol and drugs, HIV/AIDS, infectious diseases, tobacco cessation, etc.); cultural competency and/or other co-existing issue.

10 hours related to professional and ethical responsibilities.

****Supervised practical training:** 300-hour supervised counseling practicum or 300 additional hours of work experience equivalent to the requirements of the practicum. Of the 300 hours there must be a minimum of 30 hours of direct supervision and 120 hours of supervised experience in the twelve core functions. The twelve core functions are screening, intake, orientation, assessment, treatment planning, counseling, case management, crisis intervention, client education, referrals, reports and record keeping and consultation with other professionals.

*****Approved Substance Abuse Counseling Work Experience:** means supervised work experience, approved by the Department, in alcohol and drug abuse treatment, intervention and prevention. Minimum requirements include practice in diagnostic assessment, intervention, and alcoholism and/or drug counseling to establish and maintain recovery and prevent relapse; and weekly, on-site and documented clinical supervision.